

SECRET

23 October 1959.

25X1

[Redacted]

Dear Sir:

Attached is Postal Money Order #5-54,770-765 dated 23 October 1959 in the amount of \$19.66. This amount represents settlement of your travel claim for 11 August 1959.

An adjustment of per diem in the amount of \$5.25 was necessary in accordance with the Standardized Government Travel Regulations section 6.11 due to an overclaim of a full day's per diem in lieu of 3/4's of a day's per diem.

The last sentence of section 6.11 of the SGR's is quoted as follows: "For continuous travel of 24 hours or less, the travel period will be regarded as commencing with the beginning of the travel and ending with its completion, and for each 6-hour portion of the period, or fraction of such portion, one-fourth of the per diem for a calendar day will be allowed: Provided, That no per diem will be allowed when the travel period is 10 hours or less during the same calendar day, except when the travel period is 6 hours or more and begins before 6:00 a.m. or terminates after 8:00 p.m."

A summary of the computation follows:

Subsistence	\$ 6.75 *
Other	<u>12.91</u>
Total Amount Due	<u>\$19.66</u>

*Per Diem Claimed 1 day @ \$12.00	\$12.00
Per Diem Allowed 3/4 day @ 9.00	<u>6.75</u>
Per Diem overclaim	<u>\$ 5.25</u>

Very truly yours

[Redacted]

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Attachment: a/s

Dist:

2-Add W/Att

1 - Pers File

1 - Reading DPD-Fin

1 - Chrono

RWS:jt/26 October 1959

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DPD-Fin